

SENIOR AIRPORT MAINTENANCE WORKER

DEFINITION

To perform a variety of airfield operations and maintenance duties required to maintain the airport's facilities, buildings, and grounds; and to supervise and participate in the work of a maintenance crew.

DISTINGUISHING CHARACTERISTICS

Positions in this class are distinguished from those in the subordinate class of Airport Maintenance Worker by the requirement to perform, direct, and coordinate the activities of one or more individuals in the performance of a variety of operations and maintenance activities requiring the use of light and moderately heavy equipment; Work assignments received may be of a general nature requiring the exercise of judgment and initiative in the prioritizing, independent planning, scheduling and prompt completion of the work.

SUPERVISION RECEIVED AND EXERCISED

General supervision is provided by the Airport Operations Manager. Duties require providing working lead direction to subordinate airport maintenance workers.

EXAMPLES OF DUTIES

Depending upon assignment, duties may include, but are not limited to the following:

Directs the work of a maintenance crew in the operation, maintenance and repair of equipment, facilities, grounds and related airport facilities.

Operates and trains others in the operation of a wide variety of light and moderately heavy equipment used in maintaining the airport's facilities and grounds.

Coordinates and maintains radio contact with the Federal Aviation Administration control tower with regard to special operations; responds to and handles emergencies on the field; notifies appropriate emergency authority; issues Notices to Airmen (NOTAMS) if warranted and notifies other FAA officials in reference to hazardous operational conditions.

Schedules and perform preventive maintenance on airport equipment and facilities.

EXAMPLES OF DUTIES (continued)

Exercises a degree of independent judgment in calculating materials, supplies, and equipment needed for specific airport projects, and ensures the availability of same.

Participates in the planning and scheduling of specific activities to be accomplished by crews under his/her supervision and assures the prompt and efficient completion of the work.

Maintains records of maintenance and operational activity and job costs as required.

Enforces occupational health and safety administration standards.

Notifies airport patrons of violations of rules and regulations.

May be required to act as the Airport Operations Manager in the absence of the latter.

MINIMUM QUALIFICATIONS

Knowledge of:

Maintenance and repair materials used in maintaining and improving airport facilities.

Operation and use of a variety of light and moderately heavy equipment.

The use, purposes and maintenance of hand and power tools.

Safety procedures and techniques.

Applicable Federal Aviation Regulations and Advisory Circulars pertaining to airport operations and safety procedures is desirable.

Ability to:

Identify all makes, models, or types of general aviation aircraft.

Maintain legible, accurate written records and work within budget limitations.

Work various work schedules.

Issue and disseminate NOTAMS (Notice to Airmen).

Ability to (continued):

Respond quickly to airfield emergencies.

Perform a variety of skilled construction, operations and maintenance activities.

Give and receive oral and written directions.

Understand and interpret work from sketches and drawings.

Train and instruct subordinates and initiate work.

Perform moderately difficult facility and building maintenance.

Deal effectively with users, tenants and co-workers.

Cope with a variety of situations.

Thorough understanding of Airport Operations and Safety requirements, including proper communication techniques.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Two years of progressively responsible experience in the general maintenance of buildings, grounds, and related mechanical equipment, preferably in connection with an airport operation.

Education: Equivalent to completion of the twelfth grade. An Associate's degree is desirable.

License: Possession and maintenance of a valid Class C California Drivers License from the time of appointment. Possession and maintenance of Agricultural Pest Control Applicator's License within 6 months of appointment.

City of Hayward
Senior Airport Maintenance Worker
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SPECIAL REQUIREMENTS: Essential duties require the following mental and/or physical abilities and work environment:

Work is mainly performed outdoors; exposure to outdoor elements in all weather conditions (e.g. heat, cold, and rain) throughout the year both day and night; ability to frequently stand and walk on uneven surfaces, bend, stoop, reach and handle equipment; ability to occasionally sit, kneel, squat, crawl, climb and twist; throughout the day able to lift, carry, push and pull up to 90 lbs; exposure to loud noises, moving objects, engine exhaust, dust, chemicals, hazardous waste, herbicides and pesticides; read fine print on labels, manuals, maps and diagrams with no color deficiencies; normal or corrected to normal hearing is required for safety purposes; able to converse over the telephone or using a radio device and in-person; able to drive vehicles. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: Six Months

302CS90 May 1990

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AAP GROUP 18

FPPC STATUS Non-Designated

FLSA STATUS Non-Exempt

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